

**DEPARTMENT OF
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To: All TANF Cash Assistance Policy Manual Holders

From: Del Bock, TANF Program Policy Specialist
Public Assistance Bureau, Central Office.

Subject: TANF Cash Assistance Bulletin TB-32

Please place this bulletin at the beginning of the TANF Manual, Section 701-3.

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SECTION: Case Management
Participation Components

SUBJECT: Birth of Baby (BOB) Component Code

EFFECTIVE DATE: Benefit month of 04/07

INTRODUCTION: In November 2006 we implemented a new work participation activity of "New Parent Activity" for TANF participants with a newborn child. This activity is based on federal regulation. The NIH component code was used on EMPL and EMPR to indicate the "New Parent Activity" until a new component code could be created.

Effective with the benefit month of 04/07, the new component code "**BOB**" (Birth of Baby) will be available for use on the EMPL or EMPR screen.

POLICY: Parents who meet the federal definition of a single parent household and who have a natural or adopted newborn child may choose the new parent activity in place of or in conjunction with other allowable work activities.

Participation in this "activity" is limited, per federal regulation, to twelve months in an individual's lifetime. However, we have further limited the use of the BOB component code as outlined below in an effort to preserve available use of this activity for the parent if needed later, and to allow the State to promote a return to employment-related activities and enhance the likelihood of meeting participation rates.

Eligibility Criteria:

In order to be eligible to participate in the new parent activity and use the BOB component code, the following criteria must be met:

1. The participant must be the natural or adoptive parent of the newborn;
2. The household must meet the federal definition of a single parent household in that only one natural or adoptive parent of the newborn may reside in the household unless one of the natural or adoptive parents is receiving SSI; (If both of the parents are coded "IN" or "DQ" on AF SEPA, the household is not eligible to use this component code)

NOTE: TEAMS will edit for this criteria through the PACR screen. If the newborn child has two parents coded against them on PACR, the household will fail this criterion.

3. The participant and newborn must reside together in the same household.

Activity Limitation:

For ongoing cases, the new parent activity and use of the BOB component code will be limited to two full months following the month of birth of the child.

Example: Child is born 02/10/07 and this is reported on 02/14/07. Child is added to the TANF grant effective 03/01/07. The parent could choose the new parent activity and the WoRC Case Manager could use the BOB component code for the month(s) of March and April 2007 only

For application cases where the month of application and start date are also the month of birth, the newborn is included in the TANF grant the month of application. In this instance, the new parent activity and use of the BOB component code will be limited to the month of application and the following month.

Example: Child is born 02/05/07 and household applies for TANF on 2/7/07. Child is included in the pro-rated TANF grant for 02/07. The parent could choose the new parent activity and the WoRC Case Manager could use the BOB component code for the month(s) of February and March 2007 only.

For application cases where the month of application is also the month of birth, but the start date is the month following the month of application, the newborn is included in the TANF grant in the start month. In this instance, the new parent activity and use of the BOB component code will be limited to the start month and the following month.

Example: Child is born 02/16/07 and household applies for TANF on 02/20/07. Household decides to have their TANF start on 03/01/07. The parent could choose the new parent activity and the WoRC Case Manager could use the BOB component code for the month(s) of March and April 2007 only.

Participant Option:

Participants that meet the criteria to be eligible for the new parent activity still have the option to choose only this activity or to participate in other allowable work activities in conjunction with or in place of the new parent activity.

If the participant chooses to participate in other allowable work activities, either in conjunction with the new parent activity or in place of the new parent activity, they will be held to the requirement to participate fully in the negotiated work activities or face sanction. This requirement and the potential consequences must be explained fully to the participant, prior to assigning work activities on the Employability Plan. The participant must sign the new HCS-711 form indicating their choice with the WoRC Case Manager. A copy of the form should be retained in the case file and a copy given to the participant.

Because we now have a specific component code that indicates the new parent activity, there is no longer a need to maintain the spreadsheet of cases that choose the new parent activity.

However, because this activity is limited to 12 months in a lifetime, WoRC Case Managers should maintain a tracking sheet in each case file indicating the month(s) the participant has chosen the new parent activity since November 2006.

Reminder: Work activities negotiated for the month of birth should reflect the individual situation and the participant's ability to participate in countable work activities.

UPDATED MANUAL MATERIAL WILL BE DISTRIBUTED AS SOON AS POSSIBLE. UNTIL THAT TIME, USE THIS BULLETIN AS A GUIDE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT YOUR REGIONAL POLICY SPECIALIST OR WORC MONITOR. Thank you.